



# Happy Holidays

December 2016 50th Edition

## Development Services Newsletter

### Major Commercial Projects for 2016

South High School  
730 E. Magnolia  
Addition & Remodel

Central High School  
650 E. Crawford  
Addition & Remodel

ComCare  
2090 S. Ohio  
Remodel & Addition

Salina Field House  
140 N. 5th  
New Sports Arena

Salina Square  
3015 S. 9th  
New Building  
Retail Tenant Space

Heineken Electric  
1627 Sunflower Lane  
New Building

Chick fil-A Restaurant  
2245 S. 9th  
New Building

Fed Ex Ground  
3660 Scanlan Ave.  
Addition

Ryan Mortuary  
137 N. 8th  
Addition

Exide Technologies  
413 E. Berg Rd.  
Addition

City-Wide Storage  
440 N. Ohio  
Expansion Project  
New Storage Buildings

### 2016 Development

Permits issued for the development of property in 2016 (*as of 11/30/16*) included 37 homes and 2 duplexes for a total of 41 new dwelling units. Commercial permits included 23 new buildings, 14 additions, and 91 tenant finishes, remodels, and renovations to existing structures. Total valuation of all permits: \$110,600,032.



Salina Square 3015 S. 9th St.

Chick fil-A  
2245 S. 9th



South High School  
730 E. Magnolia

ComCare  
2090 S. Ohio



Salina Field House  
140 N. 5th St.



## NEWS, NOTES & REMINDERS



### REMINDER-New Codes January 1

On January 1, 2017 the following codes will be in effect:

- 2012 International Building Code (IBC)
- 2012 International Fire Code (IFC)
- 2012 International Residential Code for 1-2 Family Dwellings (IRC)
- 2011 National Electrical Code (NEC)
- 2012 Uniform Plumbing Code (UPC)
- 2012 Uniform Mechanical Code (UMC)
- 2012 International Energy Conservation Code (IECC)

### REMINDER-Gas Air Tests

Please remember these code requirements when setting a gas air test for new construction or for a dormant or repaired service:

- Use a 10 lb. gauge with one-tenth lb. increments
- Set your test between 10 and 15 lbs. and use a marker to mark the gauge to indicate where you set the test.
- Air test needs to hold at a minimum of 10 lbs. for 15 minutes
- Do not “peg out” the gauge

Remember, that for new construction, a gas air test that is approved by the inspector does not automatically result in release of the gas meter. Typically, once the furnace is installed & “flued”, inspected & approved, city inspection staff notifies Kansas Gas Service to release the meter.

### Documents Required at the Job Site

We occasionally find that inspection record cards (aka: job cards) and approved plans are not on the job site at the time of inspection. These documents are required to be at the job site; without them the inspectors cannot complete their inspections. We suggest that you furnish a document box, tube or some other sort of weather proof container on the site to hold these documents. Beginning at the time of the footing inspection, these documents are necessary so the inspector can confirm setbacks and assure that there are no issues related to easements and the location of the building.

If the inspector can't perform an inspection, due to the lack of documentation on the job site, this can delay progress on your project. Please be sure that the inspection record card and all approved plans (as given to you at the

time of permit issuance) are on the site, or that a representative is on site with the documentation in hand, otherwise the inspection will need to be re-scheduled and a re-inspection fee will be charged.

We appreciate your cooperation so that we can continue to provide inspections in a timely manner and avoid costly delays. If you have any questions about this requirement contact Jim Brown, Building Official.

### REMINDER-Project # and Address

When requesting inspections please provide the **project number** and the **job site address**. If you are not at the job site, we suggest you keep a notebook, a memo on your smart phone, a project list on your I-pad, a sticky note on the dash of your truck, whatever works for you, so that you have this information when you call us to schedule an inspection. If you are a sub-contractor, ask the general contractor for this information before you begin work.

### Staffing Changes

In October 2016 Ron Michaelsen retired after almost 20 years of service to the City of Salina. Staffing in the Building Services division has changed. Sean Pilcher recently became an ICC certified plans examiner and is now a plans examiner; primarily performing commercial plan review with some residential and he will continue to also perform job-site inspections as needed.

Two new employees have also been hired. Ian Tinsley is a new building inspector and brings his knowledge and experience having worked as a licensed master electrician, most recently for the Parks and Recreation Department. He will work closely with Mark Smith and other inspection staff to become cross trained in all inspection disciplines. Jerry Hammerton comes to Salina by way of Tonganoxie, Kansas and brings his experience as an ICC

certified inspector for residential construction, plumbing and electrical and most recently as building official in Tonganoxie. He will assume responsibilities for residential permit plan review.



Ian Tinsley



Jerry Hammerton



## Permit Submittal Requirements-New Checklists Required

Effective January 1, 2017 the Building Services Division will have new checklists available to all permit applicants for both residential and commercial permits. The permit applicant will complete a checklist and submit it as part of a complete permit application submittal. If the checklist is not included in the submittal the application will not be accepted. The checklist will assure that you have completed and included the required details on the survey, site plan, and construction drawings as it relates to your project.

Jim Brown, Building Official, recently presented a study session to Class A, B, C contractors and local design professionals and reviewed these checklists in detail.

We will have the checklists available in our office and also on the city's website by the first week in January. You can also request these checklists by sending us an email to [building.services@salina.org](mailto:building.services@salina.org).

Please contact Jim Brown if you have any questions.

## The Importance of a Detailed Site Plan

All permit applications for new construction require, as part of a complete submittal, a detailed and complete survey/site plan in order for staff to complete their review. A summary of details on a complete survey/site plan include, but are not necessarily limited to, the following:

- Name of project, address, legal description, zoning district, date.
- Drawn to scale (show scale).
- Existing lot lines and lot dimensions; correct location and dimensions of all existing structures.
- Show exact location of the proposed structures on the lot.
- Provide dimensions of proposed buildings, additions, structures and distances from the property lines.
- Show all easements, existing and proposed driveways, sidewalks, ramps, curbs, mailboxes and fences
- Show dimensions of height and floor area and all exterior entrances.
- Indicate if project is in a flood plain or not, and if the structure is within 1000' of the flood control levee.
- Location of gas, electric & water meters, private sanitary sewer and water service lines with tap location to public mains.
- Location and method of sump pump discharge.
- Provide location of downspouts.

## Fee Information 2017

### 2017 Valuation Data Table

There are no changes in the valuation data table from 2016 to 2017.

### Fee Increases for 2017

The Comprehensive Fee Schedule for the City of Salina was adopted by the Salina City Commission in August as part of their approval of the 2017 budget. There were no changes to the residential and commercial building permit fees with the exception of Home Occupation Certificates, Temporary Use Permits, Permit Fee Refunds, Compliance Agreements, and Sign Permits. There were several changes to Planning fees, including various application fees.

**All fee changes are effective January 1, 2017.** A complete listing of all Development Services fees (Article III), as they are listed in the City of Salina Comprehensive Fee Schedule, can be obtained from the City Clerk's office.





**Building Services Division  
Planning Division**

300 W. Ash, Room 201  
P.O. Box 736  
Salina, KS 67402-0736

Phone: Building Services  
(785) 309-5715  
email: [building.services@salina.org](mailto:building.services@salina.org)

Phone: Planning 785-309-5720  
FAX: (785) 309-5713

**Visit the City Website**  
at [www.salina-ks.gov](http://www.salina-ks.gov)

**UPCOMING BUILDING  
ADVISORY BOARD  
MEETING DATES**

**January 10, 2017**  
**February 14, 2017**  
**March 14, 2017**

Building Advisory Board Meetings are at 4:00 p.m. in Rm. 107 of the City County Building, 300 W. Ash and are regularly scheduled on the second Tuesday of each month, except holidays. If there are no agenda items to be heard or if there is no quorum then the meeting is cancelled.

These meetings are approved for continuing education credit hours for City of Salina licensed contractors.

**Board Members / Board Position:**

David Miller, Chairman (position: Design Professional/Engineer)  
Mike Flory (position: Licensed Realtor)  
Chad Robinson (position: A or B contractor)  
Ralph Carter (position: Mechanical / HVAC contractor)  
Mark Frazier, Vice-Chairman (position: Plumbing contractor)  
William McBride (position: Electrical master or journeyman)  
Ryan White (position: Electrical contractor)  
Jim Ravenkamp (position: Master mechanical tradesman)  
Mike McCall (position: Design Professional/Engineer)  
**Open Position** (Master or Journeyman plumbing tradesman)  
**Open Position** (B or C Contractor)

**If you would like to present an item to the Building Advisory Board, please contact:**

- Debbie Peterson at [debbie.peterson@salina.org](mailto:debbie.peterson@salina.org)
- Jim Brown at [jim.brown@salina.org](mailto:jim.brown@salina.org)

**Serving on the Building Advisory Board**

If you are interested in serving on the board, please submit an Expression of Interest (EOI) form at any time. (submit EOIs on the City of Salina website) You must meet specific requirements for the vacant position such as type of contractor, licensed realtor or design professional, as outlined above. Board members can serve two consecutive four year terms (does not include a partial term served due to filling a vacated position) and then must vacate their position for at least one term and then can submit an EOI to serve again.

**Code Amendments**

If you wish to propose a local code amendment to any of the adopted model codes, you may do so by submitting an application with supporting argument and documentation for the code amendment request. A non-refundable application fee applies. Contact Building Services for further details.

**Appealing a Code Interpretation by the Building Official**

If you disagree with an interpretation of any of the adopted codes and Chapter 8 ordinances (local amendments), after visiting with the inspector and the building official, you can appeal to the Building Advisory Board. A non-refundable application fee applies. Contact Building Services for further details.

**Continuing Education for BAB Attendance**

City of Salina qualified individuals for licensed building contractors and masters and journey-men skilled trades contractors can attend BAB meetings and obtain continuing education credit.

**Know What's Going On With BAB**

If you would like to keep up with the activities of the BAB, we encourage you to subscribe to the BAB meeting notices. (City of Salina website, click "Mailing Lists" and sign up). Agendas are emailed about one week prior to the scheduled meetings.

***We encourage and welcome your interest.***